Students with accessibility needs, including health conditions that would impair the ability to access foods or eat the foods Dining Services offers, should contact Disability Resources and the Student Health Center to begin making appropriate arrangements for assistance. Dining Services will work with the student, Disability Resources and the Student Health Center to assure proper accommodations are made.

For many students advance meal planning is important. Menus are posted on the Dining Services web page, at the entrance to the Marketplace, and at each venue in the Marketplace and at the Spencer Grill.

The cashier desk at the entrance of the Marketplace dining services is equipped with an induction hearing loop system for persons with T-coils in their hearing aids.

Individuals requiring accommodations other than those listed below should contact Dining Services by phone 641-269-3661 or electronically to SEARSMIC@Grinnell.EDU.

I. MARKETPLACE ASSISTANCE

Individuals using crutches, a wheelchair or scooter, and/or who have other mobility needs, or visual impairments should make their request for assistance to the entry cashier. A staff member will assist the individual in maneuvering through the Marketplace, selecting foods and beverages, carrying a tray, and getting seated in one of the dining rooms. When the individual has completed their meal, they are welcome to leave their tray at the table for our staff to take to the tray return area.

Individuals with visual impairments may request accessible menus by emailing SEARSMIC@Grinnell.EDU. Accessible menus may include large print, braille, and screen readable menus. Individuals may also request assistance from the entry cashier or another staff member who can read the current or upcoming menus aloud so choices can be made.

Individuals unable to communicate verbally can communicate electronically in advance of the meal to SEARSMIC@Grinnell.EDU.

Students with allergies, eating disorders, and/or specific dietary/nutritional needs, must complete a Request for Accommodation form, the Medical Diet Certification form, and the Diet Consultation Questionnaire. Submit the Request for Accommodation form to the Disability Resources office and the Medical Diet Certification and Diet Consultation Questionnaire to the Office of Dining. Dining will contact the student and arrange an appointment to discuss and plan appropriate meals. It will be the students’ responsibility to notify the Associate Director of Dining Services moserj@grinnell.edu of any changes or challenges with the menu, foods, and/or the accommodations originally
agreed upon. It is important to keep in mind that accommodation menus closely follow the posted menus.

**In the case of inclement weather**, such as a blizzard, heavy rains, sleet, hail, or ice, a meal may be picked up by an RLC, friend or another, for persons with mobility related needs. The individual should call the Dining Office at extension 3661 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday and notify dining that, because of inclement weather, a meal pickup is requested. (Before 8:00 a.m. and after 5:00 p.m. and weekends, please call extension 3668.) When calling in, please notify the person answering the phone the following information:

1. Who will be picking up your meal (RLC, friend, other)
2. Approximate pickup time.
3. Your ID number
4. Your request of food items from the current Dining Menu.
5. If the person picking up the food would like to dine with you, please notify us of that when you call. The person picking up the food should bring their own ID with them and we will swipe their card for their meal.

The person picking up the food should check in with the cashier, pick-up the container/s and fill with food items that you have suggested to them. After picking up the food they must check out with the outdoor cashier.

**In the case of an emergency evacuation** in The Marketplace, individuals should follow the evacuation plan as outlined in their campus Special Assistance Needs and Disability Emergency Building Evacuation Plan. A Dining Services staff member will assist with the evacuation when appropriate.

II. **SPENCER GRILL ASSISTANCE**

Individuals needing assistance in the Spencer Grill with ordering can request a staff member read menus and prices aloud. Assistance with getting food to a table in the Spencer Grill can also be requested of a staff member. The staff will return the tray/basket when the person needing assistance has finished and has left the Spencer Grill.

A request for written or electronic communications will be honored. Persons unable to communicate verbally can communicate electronically and/or by written requests with our staff.

**In the case of an emergency evacuation** in the Spencer Grill, individuals should follow the evacuation plan as outlined in their campus Special Assistance Needs and Disability Emergency Building Evacuation Plan. A Dining Services staff member will assist with the evacuation when appropriate.
III. CATERING ASSISTANCE

Individuals needing assistance when attending a catered function should make their requests known to the sponsoring party, who will then make reasonable accommodations for the individual.